

Canadian Agricultural Income Stabilization (CAIS) Program

Guide to the CAIS Special Advance

About the CAIS Special Advance Payment

The Canadian Agricultural Income Stabilization (CAIS) program is designed to help producers protect their farming operations from both small and large drops in income. The CAIS Special Advance is for producers owning breeding cows and other specified ruminants who wish to receive 2004 program year assistance earlier than normally available. As a program participant, you cannot receive your full CAIS payment until your 2004 tax information is reported. However, through the CAIS Special Advance you can receive an advance on your final payment based on a fixed amount per eligible breeding female you owned as of December 23, 2003. CAIS participants with breeding females of the following types of livestock are eligible to receive a CAIS Special Advance:

Breeding Livestock	Payment per head (\$)
Cattle	\$100
Bison	\$100
Elk	\$50
Deer	\$25
Goats	\$20
Sheep	\$20

Note: Dairy cattle are not eligible for compensation under the CAIS Special Advance.

Note: If you applied for a Direct Payment from the Transitional Industry Support Program (TISP) you do not need to use this application. Your potential CAIS Advance Payment has already been calculated, and you will receive an authorization letter from the CAIS Administration asking whether you wish to receive these funds.

Am I Eligible?

To be eligible to receive assistance through the CAIS Special Advance, you must (in the 2004 program year):

- 1) have completed a minimum of six consecutive months of farming activity;
- 2) have completed a production cycle;
- 3) have selected a protection level for the 2004 program year; and
- 4) be farming in Canada and reporting farming income as an individual, a corporation/co-operative, or a trust/communal organization to Canada Revenue Agency.

If you are a **Status Indian** who is farming on a reserve in Canada and do not file tax returns, you are eligible for CAIS provided you submit information you would have otherwise reported for tax purposes for program and reference years.

Requirements 1) and 2) may be waived if, in the opinion of the Administration, they could not be completed for reasons beyond your control and enough information exists to make a reasonable estimate of your income.

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Partnerships: Each partner who wishes to apply must submit an application reporting only their percentage of the partnership's eligible livestock inventory. In the case of a tax-filing operation that is part of one or more partnerships, a single application indicating all animals owned by that operation through their own proprietorship (if any) and all partnerships must be submitted.

Animal Share: Producers involved in an animal sharing arrangement must only report the number of animals represented by their portion of the sharing arrangement.

How Do I Apply?

Complete and submit your CAIS Special Advance application to the CAIS Administration by **March 1, 2005**. Submit applications to:

**CAIS Special Advance
P.O. Box 3177
Regina, Saskatchewan S4P 3G7
Fax: 1-306-780-3575**

Calculation of Payment

Your CAIS Special Advance will be calculated by multiplying the number of eligible female animals owned on December 23, 2003 by the respective advance payment amount per head for each type of livestock (shown on page 1). The number of eligible animals for cattle, bison, goats, and sheep are equal to the number of females that had given birth in their lifetime as of December 23, 2003.

Elk and deer producers must report their entire herd as of December 23, 2003. For elk, payments will be made on 12.5% of the herd. For deer, payments will be made on 19% of the herd. The number of eligible animals will be determined by multiplying the total herd number by the percentage.

The maximum government contribution available as a CAIS Advance Payment is \$1.5 million.

At the time of processing of your 2004 final information, if your program year margin has declined relative to your reference margin, some or all of your funds in your CAIS program account will be available for withdrawal. At the same time, you will receive government funds, which will be paid to you directly. **For CAIS Special Advance purposes, you will receive an advance on government contributions only.** Money on deposit in your CAIS program account to secure your protection level will be withdrawn as applicable when your final information is processed. For more information on managing your CAIS program account please refer to the *CAIS Program Handbook* or visit the CAIS program website at www.agr.gc.ca/caisprogram.

Important Notes

- The CAIS Special Advance is optional. You do not have to apply for the advance to participate in CAIS for 2004.
- To receive a CAIS Special Advance, you must have selected a protection level for the 2004 program year (ranging from 70% to 92%).
- As a regular requirement of CAIS, producers who wish to participate for the 2004 program year must open a program account at a participating financial institution and make their required deposit by March 31, 2005.
- All applicants qualifying for a CAIS Special Advance must complete and submit all required 2004 CAIS Program Forms by the established deadline(s). Applicants not meeting this requirement will be required to repay the benefits received through the CAIS Special Advance.
- If you have already received a CAIS Interim Payment for the 2004 program year, you may still use this application. If your CAIS Special Advance exceeds the amount you received as a CAIS Interim Payment, you will receive the difference between the two payments. If your CAIS Interim Payment was greater than the amount you would receive as a CAIS Special Advance, no further payment will be issued to you.
- Because the CAIS Special Advance is based on an a per head rate for cattle and other ruminants, it is possible that you will receive more or less money than you are entitled to after your final information for 2004 is processed. If your advance payment is more than you are entitled to, you will be required to repay the difference. If it is less than you are entitled to, you will receive the difference at the time that your final information is processed.
- Verifiable adjustments to information submitted on the CAIS Special Advance application will be accepted for up to 30 days from the date of payment notification or up to the application deadline, whichever is later.
- You cannot request a review of your CAIS Special Advance application. You can request a review of your 2004 file once your final 2004 CAIS Program Forms have been processed.

For further assistance, contact the CAIS toll-free information line at **1-866-367-8506** (English and French), or visit the CAIS website at **www.agr.gc.ca/caisprogram**.

CAIS Special Advance Application

For producers who did not apply for the Transitional Industry Support Program (TISP) Direct Payment

Applicant Information

Name	Province of Main Farmstead		
Address	Telephone Number Days: () Evenings: ()		
Town/City	Province	Postal Code	Office Use Only

Contact Information *Please complete if different than above.*

Name	Address		
Telephone Number Days: () Evenings: ()	Town/City	Province	Postal Code

This application is for:

an individual
 a corporation
 a co-operative
 a trust
 a commune

Social Insurance Number
 Business Tax Number
 Trust Taxation Number

Livestock Information

Please indicate the number of head for each type of livestock (excluding dairy cattle) owned by this applicant as of December 23, 2003. Partners are to indicate only their portion of their partnership's livestock, along with any animals owned by them individually. See the Guide to the CAIS Special Advance for more details.

LIVESTOCK	(a) Number of Females Having Birthed	LIVESTOCK	(b) Total Number of Animals (Including non-breeding)	Ratio	(c) Total Number of Eligible Animals (b) x ratio = (c)
CATTLE		ELK		X 12.5%	=
BISON		DEER		X 19%	=
GOATS					
SHEEP					

(a) Record the number of females that have birthed in their lifetime for each livestock type owned on December 23, 2003.

(b) Record the total number of animals owned for each livestock type on December 23, 2003.

(c) 12.5 percent of elk and 19 percent of deer owned on December 23, 2003 will be considered eligible for the CAIS Special Advance.

Applicant Declaration

By submitting this application form, I:

- Certify that I have completed at least six months of farming activity in the 2004 Program Year and have completed a production cycle in the 2004 Program Year, or could not for reasons beyond my control.
- Understand that the CAIS Special Advance is calculated on a per head of livestock basis and may not reflect my income decline for the 2004 Program Year as calculated for CAIS program purposes.
- Agree to repay any overpayment amount received as a CAIS Advance Payment if the amount exceeds the government contributions to which I am entitled to under CAIS for the 2004 Program Year.
- Understand and agree that as a condition of receiving a CAIS Advance Payment, I will open a CAIS program account at a participating financial institution and make the required deposit by March 31, 2005, and submit all program forms required to participate in CAIS for the 2004 Program Year.
- Consent to the use and disclosure of any information contained in this application form to officials from Agriculture and Agri-Food Canada and the provincial department responsible for agriculture to administer my application for a CAIS Advance Payment, as well as for the purposes of audit, analysis and evaluation of the CAIS agreements.

Remove and Complete

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